

1 May 1969

DD/ST# 1774-69

**MEMORANDUM FOR:** Deputy Director for Intelligence  
Deputy Director for Plans  
Deputy Director for Science & Technology  
Director of National Estimates

**SUBJECT** : CIA Participation in NSC Task Forces for  
Crisis Management

1. By authority of the NSC Under Secretaries Committee's issuance, "Procedural Guide for Crisis Management," the appropriate Assistant Secretary of State is obligated to activate an interagency Crisis Task Force when he deems this desirable or when so directed by higher authority. The Crisis Task Force will be an interdepartmental body representing the membership of the appropriate NSC Interdepartmental Group (IG).

2. The Director has indicated that Agency membership and participation on Crisis Task Forces should be determined in the same manner as membership and participation in the NSC Interdepartmental Groups. (See paragraph 5 of the Executive Director-Comptroller's memorandum of 29 January 1969, "Agency Support to the National Security Council System.")

3. The following guidance amplifies procedures for Agency participation:

a. The relevant CS Division Chief will be the CIA representative to all Task Forces formed from regional NSC Interdepartmental Groups. The Director of Strategic Research will be the CIA representative in the event that a Task Force is formed from the NSC Political Military Group.

b. When the State Operations Center announces the creation of a Task Force, or when the State member (and chairman) of an NSC/IG indicates an intention to create a Task Force, the CIA member of the relevant NSC/IG will:

**DD/S&T  
FILE COPY**

SECRET

(1) Assure that all concerned CIA units and officials are notified. These include the Office of the Director, Office of the Deputy Director, Office of the Executive Director-Comptroller, Office of the Deputy Director for Plans, the CIA Operations Center, the relevant DDI Regional Contact Officer, and DDP/ [redacted] The Operations Center will inform the DDI, the DDI Staff Officer for NSC Support, the Director of Current Intelligence, and the CSDO.

25X1

(2) Determine the necessary CIA participation (if any) in the Task Force. This determination will include both numbers and professional qualifications of needed personnel.

(3) Assure that CIA is fully and competently represented in any NSC/IG or Task Force that is preparing papers concerning the crisis.

4. It is anticipated that personnel participating in the manning of a Task Force in State may be at a level lower than a CS Division Chief or a DDI Regional Contact Officer and that, in some instances, manning will be required on a 24-hour basis. It is not expected that any one representative to a Task Force will be capable of performing all of the functions that might be required of an Agency representative. Consequently, representatives will be instructed by the relevant CS Division Chief, and as appropriate by the Director of Strategic Research, on procedures to call on the Agency for support. It is anticipated that, depending on the nature of the crisis, various professional qualifications should be emphasized in assigning CIA personnel to the Task Forces. CIA participation could involve operational advice, intelligence analysis and reporting, and administrative guidance such as that involved in the evacuation of foreign installations.

5. In the initial stages of a crisis, and if it continues over an extended period, it is expected that the concerned CS Division Chief and the DDI Regional Contact Officer, or in their absence their immediate subordinates, will participate in the drafting of all key papers.

25X1A

[redacted]  
L. K. White  
Executive Director-Comptroller

cc: D/OCI  
D/OSR  
D/OER

SECRET